

BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 228
SEPTEMBER 1, 2010 – WORK SESSIONS

Public Works
Summary Minutes

Work Session was held between the County Commissioners and Public Works on Wednesday, September 1, 2010, at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Helen Price Johnson, Chair** (arrived at 9:40) **Staff: Pam Dill**
Angie Homola, Member
John Dean, Member

Staff Present: **Bill Oakes, Director, Jack Taylor, Steve Marx, Donna Keeler**

Others Present: **Elaine Marlow, Budget Director**

(Record Part 1 @02:45)

Public Works

Subject: Foster-Pepper Contract

Attachment: none

Proposed Action: Resolution employing attorneys to serve as special counsel for 2010-2012 Clean Water utility issues; Maximum fees and charges not to exceed \$20,000.00 without further authorization by Island County.

Resolution in the matter of appointment of special counsel for Clean Water Utility matters waiver of competitive solicitation.

Follow Up: Okay with Board to move forward with contract.

Roads

Subject: Programming of Narrowband Radio System

Attachment: PO & Quote for Programming

Proposed Action: Purchase Order #9230 with Day Wireless for programming of radios/repeaters for narrowband conversion; Day Wireless; \$9,701.48 incl. WWST.

Follow Up: Okay with Board to move forward to Monday's agenda.

Subject: Low Cost Safety Improvement/Local Agency Agreement

Attachment: Supplemental Agreement

Proposed Action: Supplemental Agreement No. 1 – Washington State Department of Transportation; Local Agency Agreement LA 7002 – Island County Low-Cost Run-Off Road Safety Improvements; Release of Construction Funds - \$320,000.00.

Follow Up: Okay with Board to move forward to Monday's agenda.

Subject: East Camano Drive/McElroy Drive Signalization – CRP Initiation

Attachment: CRP Initiation (CRP 10-04; WO 195)

Proposed Action: Work consists of a traffic signal, required intersection illumination, extension of the southbound left turn lane, pedestrian crosswalks, pavement markings & other associated work; Total Appropriation: \$1,091,000.00.

Follow Up: Okay with Board to move forward to Monday's agenda.

BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 229
SEPTEMBER 1, 2010 – WORK SESSIONS

Subject: East Camano Drive/McElroy Drive Signalization Federal Aid Prospectus

Attachment: Federal Aid Prospectus – WO 195; CRP 10-04

Proposed Action: Work consists of a traffic signal, required intersection illumination, extension of the southbound left turn lane, pedestrian crosswalks, pavement markings & other associated work; Total Amount: \$812,000.00.

Follow up: Okay with Board to move forward to Monday's agenda.

Subject: East Camano Drive/McElroy Drive Signalization Local Agency Agreement

Attachment: Local Agency Agreement

Proposed Action: Work consists of a traffic signal, required intersection illumination, extension of the southbound left turn lane, pedestrian crosswalks, pavement markings & other associated work; Total Amount: \$812,000.00 (Federal funds -\$300,000.00/Local \$512,000.00).

Follow up: Okay with Board to move forward to Monday's agenda.

Subject: On-Call Geotechnical Engineering Services – Aziz Engineering

Attachment: Local Agency Agreement; PW-1020070

Proposed Action: Local Agency Standard Architectural/Engineering Agreement with Aziz Engineering Company; Maximum Amount Payable: \$3000, 000.00.

Follow up: Okay with Board to move forward to Monday's agenda.

Subject: STP-R Funding Proposals

Attachment: none

Proposed Action: Revisions the TIP to add grant projects.

- Honeymoon Bay/Bush Point intersection
 - Island Transit Park and Ride
 - WSDOT roundabout
 - Intersection improvements associated with the Park and Ride
- Parker Road – Island Transit's TIP
 - Island Transit is looking at funding to realign Parker Road to a 90 degree intersection and acquiring right-of-way for a Transit stop.
- East Camano/McElroy improvements
- Freeland Trail
- South bound left turn lane at the Coupeville Solid Waste site (new addition to TIP)
- Shifting some of the expenditures out of year one – moving about 2M of construction efforts into future years.

Subject: Concurrency Discussion with WSDOT

Attachment:

Information: Bill noted that he met with Todd Carlson and Todd Harrison, WSDOT, to talk about Island County's Level of Service Standards (LOS). They understand the problem and agreed to work with the County as we move through our planning efforts and provide some flexibility in how they interpret what the State can and cannot do as well as flexibility at the regional level to administer the concurrency requirement.

Add-on

Subject: SR 20/Arnold Road intersection improvements

BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 230
SEPTEMBER 1, 2010 – WORK SESSIONS

Attachment: yes

Proposed Action: WSDOT will be improving the SR 20/Arnold intersection in 2011. After discussions with Public Works they have agreed to do non-day shift work and keep the highway open (at least one lane) and close Arnold Road 24/7 one side at a time. Arnold Road traffic will detour using Penn Cove Road or Holbrook Road.

Follow up: Okay with Board.

Subject: Stewart Road/East Harbor Road intersection improvements

Attachment: yes

Proposed Action: Lance Landquist, Bayview Road Shop Supervisor, is requesting closure of approximately 250 feet of Stewart Road for a little over a week. Keeping Stewart Road open to traffic would require a much longer construction time period of at least 3-4 weeks.

Follow up: Okay with Board.

Subject: East Harbor Road Speed Limit

Attachment: none

Proposed Action: Bill requested clarification from the Board on what they want in the code for the speed limit from the north entrance of Passage Way to the south entrance of Ashley Loop. Commissioner Dean and Commissioner Price Johnson supported a decrease in the speed limit from 50 mph to 40mph. Commissioner Homola favored a decrease in the speed limit to 35 mph.

Follow up: Move forward with the public hearing with a change in the speed limit from 50 mph to 40 mph.

Subject: Barnum Property on Camano Island

Attachment: none

Information: Steve Marx informed the Board that the Nature Conservancy's riparian grant was ranked #4 out of 20 projects in the state and #1 in the Aquatic Lands Enhancement Account (ALEA) grant ranking. Public Works plans on applying for Conservation Futures funding next year to help with the purchase of the property so they can then apply for M & O money to help maintain it.

Health Department
Summary Minutes

Work Session was held between the County Commissioners and the Health Department on Wednesday, September 1, 2010, at 10:20 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Angie Homola, Member
John Dean, Member

Staff: Pam Dill

Staff Present: Keith Higman, Kerry Graves, Dr. Roger Case

Others Present: Elaine Marlow, Budget Director

The first Health Department Work Session of the month is designated for informal discussion of Board of Health matters.

(Record Part 1@01:19:24)

BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 231
SEPTEMBER 1, 2010 – WORK SESSIONS

Administration

Subject: Department of Health- 2007-2011 Consolidated Contract

Attachment: yes

Proposed Action: Contract No. C14949, Amendment #25 adds \$7830.00 to the HCCW Child Care Health Consultation program, reduces the Oral Health program by \$338.00 and adds \$36,392.00 for Supplemental Nutrition Assistance; Amendment Amount: \$43,884.00.

Follow up: Okay with Board to move forward to the BOH agenda after legal and risk review.

Assessment

Subject: Out-of-State Travel Request

Attachment: yes

Proposed Action: Requesting out of State travel approval for Whitney Webber to attend “Place Matters: Working together to Create Healthy Communities” conference to be held November 1-3, 2010 in Portland, Oregon. Cost of attendance will be paid by the ACHIEVE grant.

Follow up: Okay with Board.

Add-ons

Subject: Island County Medical Reserve Corps (MRC)

Attachment: yes

Proposed Action: Letter of Support for Island County Medical Reserve Corp’s application for a National Association of County & City Health Officials capacity building grant.

Follow up: Okay with Board to move forward to Monday’s agenda for signature.

Subject: Leque Island salmon restoration project

Attachment: none

Proposed Action: Keith noted that the project has raised concerns about saltwater intrusion. At a meeting of interested parties held at the Mill Creek Fish & Wildlife office in July it was determined that there was a need for formal technical evaluation of the hydrogeologic assessments that have been conducted to date. A hydrogeologist from the EPA asked if former Island County hydrogeologist, Doug Kelly, could attend the next meeting tentatively scheduled for September 13, 2010. The Board agreed that the assistance of a hydrogeologist was needed.

Commissioner Homola moved to authorize the Chair of the BOCC to sign a Purchase Order for up to \$2500.00 to engage the assistance of a hydrogeologist to represent Island County. The motion was seconded by Commissioner Dean and carried unanimously.

**Island County Auditor
Summary Minutes**

Work Session was held between the County Commissioners and the Auditor on Wednesday, September 1, 2010, at 10:50 a.m. and 2:15 p.m., in the Island County Annex Building, Commissioners’ Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Angie Homola, Member
John Dean, Member

Staff: Pam Dill

BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 232
SEPTEMBER 1, 2010 – WORK SESSIONS

Present: Elaine Marlow, Budget Director

Others Present: Rufus Rose

(Record Part 1@01:52:17)

Subject: Pre-audited bills & vouchers

Attachments: yes

Proposed Action: The Commissioners unanimously approved the following as shown on the Expenditure Approval Sheet dated 09/01/10:

- Vouchers \$15,423.11
- Warrants 400460-400628 \$470,508.85
- EFTs \$848.89
- Payroll paid 8/31/10 \$562,982.60.

Planning & Community Development
Summary Minutes

Work Session was held between the County Commissioners and the Planning Department on Wednesday, September 1, 2010, at 1:00 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair **Staff:** Pam Dill
Angie Homola, Member
John Dean, Member

Staff Present: Bob Pederson, Paula Bradshaw, Troy Davis, Anthony Boscolo, Andy Griffin, Building Official

Others Present: Elaine Marlow, Budget Director, Rufus Rose, Marianne Edain

(Record Part 2@)00:32)

Subject: Purchase Order – Environmental Systems Research Institute, Inc. (ESRI)

Attachments: yes

Proposed Action: Approval of Purchase Order #5934 for annual ARC GIS software maintenance and waiver of competitive bidding. ESRI is the sole source manufacturer; \$5000.20.

Follow up: Okay with Board.

Subject: FEMA

Attachments: yes

Proposed Action: Andy Griffin, Building Official, provided a brief overview of Floodplain Management in Island County and the Endangered Species Act (ESA). Island County has been designated a Tier 1 community. This designation means that Island County must demonstrate full compliance with the National Marine Fisheries Service's Biological Opinion by September 23, 2010. FEMA has laid out a plan that includes three options for communities to demonstrate compliance with the ESA. Planning and Community Development has reviewed the options and recommends demonstrating through a FEMA-approved checklist that the County's current community development and land-use requirements already meet the requirements of the Reasonable Prudent Alternative (RPA). If any issues need to be resolved, they can be addressed

BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 233
SEPTEMBER 1, 2010 – WORK SESSIONS

in the 2010/2011 Flood Damage Prevention Ordinance update or in some instances, the 2012 Shoreline Master Plan update.

Follow up: The Board concurs with the Building Official's recommendation.

Subject: Freeland Subarea plan

Attachment: draft subarea plan dated 8/31/10

Discussion: On September 14, 2010, the Island County Planning Department will present the long awaited update to the 2007 Freeland Subarea Plan (FSP). A copy of the draft plan can be found on the County's website or in hard-copy format from the Planning Department. A public meeting will be held at the Trinity Lutheran Church, Freeland, from 6 to 8 p.m. Two follow-up meetings at the same location will occur on October 5, 2010 from 1 to 3 p.m. and October 26, 2010 from 6 to 8 p.m. The upcoming meetings will give the community opportunities to provide the County with feedback on the updated subarea plan prior to presenting it to the Island County Planning Commission in late November. The Planning Commission will then hold a series of hearings where public comment will be accepted and forward a recommendation to the BOCC.

Bob informed the Board that Ordinance C-31-10 adopting interim official controls that regulate the use of property within Freeland expires on October 26th, 2010. Anthony Boscolo pointed out that if the revised Freeland Subarea Plan is adopted a different version of interim regulations may be necessary for the six month period they are in effect.

**General Services Administration
Summary Minutes**

Work Session was held between the County Commissioners and General Services Administration on Wednesday, September 1, 2010, at 1:45 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Angie Homola, Member
John Dean, Member

Staff: Pam Dill

Staff Present: Betty Kemp, Director, Don Mason

Others Present: Elaine Marlow, Budget Director, Mike Stansbury, Greenbank Farm Management, Bob Peterson, Planning Director, Pat Powell, WCLT, Steve Marx, Rufus Rose, Marianne Edain, Robert Pelant, Pacific Rim Institute

(Record Part 2@36:00)

Conservation Futures

Subject: 2010 CFF Projects (continued from 8/4 & 8/18)

Attachment: Spreadsheet

Proposed Action: Elaine Marlow reviewed the Conservation Futures Five Year cash flow projections with the Board. Estimated ending cash balance for 2010 is \$880,513.00.

The Board approved moving forward with the following:

- Ebey's Reserve Farmland Phase 4 – Whidbey Camano Land Trust (WCLT) – \$250,000.00 to purchase conservation easements on up to 288 acres of prime farmland within Ebey's Reserve.

BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 234
SEPTEMBER 1, 2010 – WORK SESSIONS

Follow Up: The two remaining projects were tabled for further discussion at the September 8, 2010 work session.

Burn Permit Program

Subject: Burn Permit Program Revenue

Attachment: yes

Proposed Action: Over the last few years, burn permits have declined and costs to support the program have risen, even with the increase in fees that became effective last October 2009 the County is unable to break-even with the program. Island County can no longer subsidize the burn permit program with the Current Expense Fund.

Betty has drafted a letter to Skagit County that advises them of Island County's desire to negotiate changes that would allow for the continuation of the program and the need for the program to be self supporting. The Interlocal Agreement requires a written termination notice to be delivered no later than September 30 to be effective December 31.

Follow Up: Continue discussion to September 8, 2010 work session.

**Island County Treasurer
Summary Minutes**

Work Session was held between the County Commissioners and the Treasurer on Wednesday, September 1, 2010, at 2:18 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Angie Homola, Member
John Dean, Member

Staff: Pam Dill

Present: Linda Riffe, Treasurer, Ana Marie Nunez

Others Present: Elaine Marlow, Budget Director, Dave Mattens, Rufus Rose, Bob Thomas, Cathy Caryl

(Record Part 2@01:17:40)

Subject: Status of IFAS

Attachment:

Information: Ana Maria Nunez briefed the Board on the status of the SunGard Integrated Financial and Administrative Solution (IFAS) system. Ana Marie felt that with further training and time IFAS will suit the County's needs.

Subject: Status of True Automation Implementation

Attachment: none

Discussion: Linda noted that True Automation is still working on some issues related to the on-line payment interface and hope to be ready to Go-Live on September 8, 2010. However, if they do not have the interface/connection ready for on-line payment capability by September 8, 2010, she will postpone implementation until January. She is supportive of getting on the system, but not at the expense of her reduced staff who will be dealing with tax season.

Follow up: The discussion was continued to 3:00 p.m. during the Budget Director's agenda.

BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 235
SEPTEMBER 1, 2010 – WORK SESSIONS

Juvenile & Family Court Services
Summary Minutes

Work Session was held between the County Commissioners and the Juvenile Department on Wednesday, September 1, 2010, at 2:30 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Helen Price Johnson, Chair** **Staff: Pam Dill**
 Angie Homola, Member
 John Dean, Member

Staff Present: **Mike Merringer, Greg Banks, Sheriff Brown, Wylie Farr**

Others Present: **Elaine Marlow, Budget Director, Rufus Rose, Cathy Caryl**

(Record Part 2@01:31:30)

Subject: Interlocal Cooperative Agreement

Attachment: yes

Proposed Action: Pulled.

Follow-up:

Subject: Purchase Reimbursement Agreement – Contract PRA 11001

Attachment: yes

Proposed Action: Purchase Reimbursement Agreement between Administrative Office of the Courts and Island County Juvenile Court for replacement computer equipment; Reimbursement Amount: Up to \$700.00 for each Desktop computer and \$200.00 for each monitor.

Follow-up: Okay with Board to move forward to a Monday agenda.

Subject: Purchase Reimbursement Agreement – Contract PRA 11002

Attachment: yes

Proposed Action: Purchase Reimbursement Agreement between Administrative Office of the Courts and Island County Juvenile Court for replacement computer equipment; Reimbursement Amount: Up to \$250.00 for each printer and \$1,100.00 for each Laptop computer.

Follow-up: Okay with Board to move forward to a Monday agenda.

Prosecuting Attorney
Summary Minutes

Work Session was held between the County Commissioners and Prosecutor on Wednesday, September 1, 2010, at 2:34 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Helen Price Johnson, Chair** **Staff: Pam Dill**
 Angie Homola, Member
 John Dean, Member

Present: **Greg Banks, Mike Merringer, Patricia Terry, Sheriff Brown, JoAnne Sherrod**

Others Present: **Elaine Marlow, Budget Director, Rufus Rose**

BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 236
SEPTEMBER 1, 2010 – WORK SESSIONS

(Record Part 2@1:38:12)

Subject: Personnel

Attachment: none

Information: Greg noted that in order to accommodate the reduction of Deputy Prosecuting Attorneys due to budget cuts, Colleen Kenimond will be reassigned to handle juvenile cases, the drug courts, and the Class A felony sex offenses. In order to accommodate this shift they will cease all work on truancy cases, and the collection of legal financial obligations, which is done in conjunction with the Clerk's office. School districts are authorized to file truancy petitions and may be represented by non-attorney employees at truancy hearings.

Sheriff
Summary Minutes

Work Session was held between the County Commissioners and the Sheriff on Wednesday, September 1, 2010, at 2:43 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Angie Homola, Member
John Dean, Member

Staff: Pam Dill

Staff Present: Sheriff Mark Brown, Wylie Farr, Greg Banks, Mike Merringer

Others Present: Elaine Marlow, Budget Director

(Record Part 2 @:01:43)

Subject: Budget issues

Attachment: none

Discussion: Sheriff Brown noted that as indicated in his August 30, 2010 budget memo a 10% reduction will require laying off six criminal personnel and three jail personnel.

Elaine Marlow noted that Betty Kemp has expressed concern about the increased risk to the jail with the reduction of correction officers.

Island County Clerk
Summary Minutes

Staff Session was held between the County Commissioners and the Clerk's Office on Wednesday, September 1, 2010, at 2:45 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Angie Homola, Member
John Dean, Member

Staff: Pam Dill

Staff Present: Patricia Terry, Clerk, Greg Banks, Mark Brown, Mike Merringer

Others Present: Elaine Marlow, Budget Director

BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 237
SEPTEMBER 1, 2010 – WORK SESSIONS

(Record Part 2@01:45)

Subject: PAA's

Attachment: none

Proposed Action:

- Reduce hours for newly hired Deputy Clerk I position from 40 to 24 per week, effective 10/4/10. (From 9/20/1—10/1/10 the position will be 37.5 hours per week.)
- Temporary hire of Deputy Clerk I position to help with low staff levels, not to exceed 64 hours. Funded by currently vacant position.

Follow Up: Okay with Board.

Subject: Reimbursement of collection fee

Attachment: none

Information: Over the first two months the newly implemented fee has brought in an additional \$14,000.00. Patricia estimates the collections fee will yield \$4,000-\$6,000/monthly.

Budget Director
Summary Minutes

Work Session was held between the County Commissioners and the Budget Director on Wednesday, September 1, 2010, at 3:05 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Angie Homola, Member
John Dean, Member

Staff: Pam Dill

Staff Present: Elaine Marlow, Budget Director

Others present: Cathy Caryl, Bob Thomas, Jesse Stensland "Whidbey News Times", Rufus Rose

(Record Part 2@02:00)

Subject: Clean Water Resolution

Attachments: yes

Proposed Action: Postponed.

Follow-up:

Subject: Ordinance adopting Chapter 3.30A ICC - Increasing County Excise Tax on Switched Access Lines, Radio Access Lines and Voice Over Internet Protocol Service Lines for the Enhanced 911 Emergency Communication System (I-COM)

Attachments: yes

Proposed Action: Schedule a public hearing.

Commissioner Dean moved to schedule a public hearing on Ordinance C-71-10 for Monday, September 27, 2010 at 2:15 p.m. The motion was seconded by Commissioner Homola and carried unanimously.

Subject: True Automation update

BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 238
SEPTEMBER 1, 2010 – WORK SESSIONS

Attachment:

Discussion: Cathy noted that all parties have agreed on a Go-live date of September 8, 2010. She stressed the importance of the Assessor and Treasurer to Go-Live collectively rather than independently.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Helen Price Johnson, Chair

Angie Homola, Member

John Dean, Member

ATTEST:

Elaine Marlow, Clerk of the Board